

JOB ANNOUNCEMENT

TO HELP PROTECT SAN FRANCISCO BAY

Regulatory Analyst

COASTAL PROGRAM ANALYST I or II

Full-Time, 12-Month, Limited-Term Position with
the possibility of becoming permanent

July 31, 2015

About Us. The award-winning San Francisco Bay Conservation and Development Commission (BCDC) is a small State of California agency located in San Francisco with planning and regulatory responsibility in San Francisco Bay and along the Bay's nine-county shoreline. BCDC is guided in its decisions by its laws and policies, the McAteer-Petris Act and the Suisun Marsh Preservation Act, the *San Francisco Bay Plan*, and other special plans for areas around the Bay.

Who We Want. A person with enthusiasm, motivation, excellent research, analytical, and negotiation skills, clear and persuasive writing and communication skills, sound judgment, and project management and problem solving skills.

Term and Salary. Full-time, 12-month, limited-term position in the Permit Unit with the possibility of becoming permanent. Salary range of a Coastal Program Analyst I is \$3,247 to \$5,029 per month and the salary range of the Coastal Program Analyst II is \$4,829 to \$6,048 per month, depending on qualifications and experience.

The Position. A Regulatory Analyst is a person involved with a variety of issues concerning BCDC's regulatory program and is responsible for evaluating proposed projects to determine consistency with BCDC's laws, policies, and regulations. The analyst reviews permit applications and site plans, helps create solutions to complex land use and Bay issues, negotiates with permit applicants, writes staff reports, correspondence, and briefings on projects, and makes verbal presentations on various matters to interested parties and the Commission. **Duties will be assigned commensurate with the level at which the position is filled.**

Essential Skills. Include the ability to: speak and write clearly and confidently; negotiate successfully with parties of similar or differing interests; work collaboratively and independently; and solve complex problems in creative and legally-sound ways. Knowledge of urban planning, ecological processes, and familiarity with laws, policies, regulations, and trends in land use and coastal planning is desirable. For more information about this position, contact Jaime Michaels, Permits Supervisor at (415) 352 – 3613.

Eligibility. To apply, you must be eligible for appointment to the California civil service classification of Coastal Program Analyst (CPA) I/II. Current State employees or former State employees with transfer or reinstatement rights at the CPA I/II or equivalent classifications are also encouraged to apply. **(Please note that in order to be eligible for transfer or reinstatement, applicants must meet the minimum qualifications of the Coastal Program Analyst I or Coastal Program Analyst II classifications.)** Appointment is subject to the State Restriction of Appointment (SROA) provisions. Applicants must clearly indicate the basis of their eligibility, including SROA, surplus, transfer, reinstatement status, or list eligibility in the Examination or Job Title section on the State Application Form #678.

Please note that if you are not a current or past State employee and have not successfully participated in an appropriate civil service examination, then you will be unable to be considered for this vacancy. For more information on the State hiring process, please visit the CalHR website at www.jobs.ca.gov.

Applying for the Job. The job opening is at the San Francisco Bay Conservation and Development Commission, but the California Coastal Commission handles BCDC's personnel work. Therefore, to apply, please submit a standard State of California application form (STD #678) available on the Internet at <http://www.calhr.ca.gov>, along with a resume, writing sample and references to:

Human Resources Office
California Coastal Commission
45 Fremont Street, Suite 1930
San Francisco, California 94105-2219
(415) 904-5430 or toll free (866) 831-2540
HumanResources@coastal.ca.gov

In the Examination or Job Title section, please clearly indicate for which classification and position you are applying **(CPA I or CPA II: Limited-Term, Regulatory Analyst - BCDC)**.

Filing: Applications will be accepted until the position is filled, but applications received by **August 14, 2015** will be given first priority for consideration. We plan to conduct interviews during the week of **August 17 2015** and would like to fill the position as soon as possible. Applications will be screened and only the most qualified candidates will be interviewed. No relocation expenses are offered.

Special Interview Arrangements: If you have a disability and need special interview arrangements, please mark the appropriate box in item 2 of the application. You will be contacted to make specific arrangements.

For additional information about BCDC, see our website at www.bcdc.ca.gov.

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation. It is the objective of the State of California to achieve a drug-free work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with state law, civil service rules, and the special trust placed in public servants

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